
Conversion utility

Overview

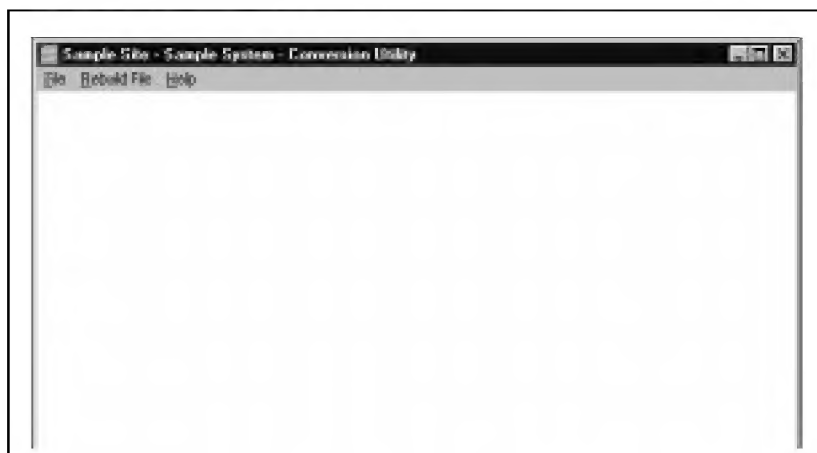
The MAT Conversion utility provides two functions:

- Rebuild of station data to the current MAT file structure. You might need to run this conversion if you have copied system data to your current release directories that was built in an earlier release.
- Import of station data from other applications.

Starting the Conversion utility

When you choose **File - Conversion utility** in the Station Administration module, the MAT Conversion utility window opens.

Figure 32
Conversion utility window



The window initially contains no data in the workspace. The menu bar contains the following drop-down menus:

- File
- Rebuild File
- Help

You can select the desired menu using the mouse (Click) or keyboard (Alt+Bold Character) in the normal way.

File Menu

The File menu provides the following functions:

Import: Lets you insert station data from another database into the current system.

Close: Quits the Conversion utility.

Rebuild File Menu

MAT administration can change the file structure of certain files. This can cause file errors during system maintenance. The Rebuild Files menu lets you check the individual files of system data and convert them to conform with the current file structure being used by MAT, if necessary:

All Systems: This option automatically searches the PC system for MAT systems and transforms selected files, if necessary.

Auto: This option automatically checks and transforms all files for each system, if necessary.

Select Files: This option lets you select MAT data files that will be checked for all systems, and transformed, if necessary.

Current System: This option checks selected files of the current system and transforms them if necessary:

Auto: This option automatically checks and transforms all files for the current system, if necessary.

Select Files: This option lets you select MAT data files that will be checked and transformed for the current system

Help Menu

The Help menu provides on-line help for the Conversion utility.

Rebuilding Files

The MAT administrator can modify the file structure used in MAT. This can result in File Errors during MAT processing. When this occurs, you can use the Conversion utility to rebuild the files, making their structure correspond with the current MAT file structure. In practice, the Conversion utility would check the structure of selected files and rebuild only if necessary.

Accessing the Files

To access the MAT data files for the Rebuild option, choose **Rebuild File - All Systems** or **Rebuild File - Current System**. Each option displays a cascading secondary menu that lets you choose to automatically detect files that require rebuilding or to manually select files for rebuild.

If you choose to select files, a Select Files dialog is displayed. This dialog contains a multi-selection list of files that comprise the MAT data. Selected files are indicated by highlight bars. Use the Windows vertical scroll bar to browse the entire list of files. Mouse click an item to toggle its selection status.

Click **OK** in the Select File dialog to start the rebuilding task for the selected files of all systems or the current systems as required.

Monitor Rebuilding Files

The Conversion utility checks all the selected files in each system and rebuilds all files it finds that require rebuilding. During this task, a status dialog is displayed that informs you of the progress of the task.

Upon completion, a status of **Success** is displayed. At any time you can click **Cancel** in the Status dialog to halt the rebuilding task. This might result in some files not being rebuilt. Another attempt at Rebuilding Files would now complete the task.

Importing Station Data

Station data is stored in accordance with the file structure and database rules defined in the MAT application. The Conversion utility provides a merge function (Import) that lets you update station data, and add new stations, from a data source other than a Meridian 1 (data defined in DBASE or CPLUS, for example).

Note that the merge function uses the DN as the key so that any imported data must include a DN field. Also note that, if the supplied DN is not currently used in the open system, the record will not be added unless a valid unique Location field (LOC) value is supplied. This means that to create a new record you must supply both a currently unused DN and a unique Location.

Data for import must have a Fields Definition file (default but not limited to files with.FLD extension) as well as a comma delimited data file (default but not limited to files with .TXT extension). The field file will identify which items in the data file belong to which MAT fields.

Note that the Fields Definition file must have the exact field names as defined in MAT. These can be found in the Select Data Field dialog in the Global Update function. The fields will be in the order in which the data is listed in the data file.

Considerations When Merging Key Values and Features

If you want to add or modify features for a particular record you must identify a “FTR” field for each feature being modified. The values must be as used in Meridian 1 as identified in the Features dialog when accessing multi-line telephone sets. For example, Call Forward when the forward DN is a four-digit number would be CFW 4 in Meridian 1.

If you want to add or modify key functions to a single line telephone, you must identify the key as KEY n, where n is the key number (include the space). If the value represents a Single Call Ringing key, then the field entry would be SCR nnnn, where “nnnn” is the selected DN.

Select a Data File

To select data to import, choose **File - Import** in the Conversion utility to display the Select an Import Text File dialog. The Text File Selection dialog lets you select the location and file name of the desired data file. By default, the dialog tries to locate files with .TXT extension, but you can actually use any extension in the File Name text box.

Click **OK** in this dialog to accept the data file name selection and display the Field File Selection dialog.

Select a Field File

Click **OK** in the Select an Import Text File dialog to display the Select an Import Field File dialog. The Field File Selection dialog lets you select the location and file name of the desired field definition file. By default, the dialog tries to locate files with .FLD extension, but you can actually use any extension in the File Name text box.

Click **OK** in this dialog to initiate the merge function.

Perform the Merge

When you have completed selection of the data and field files for merging to the current system data, click **OK** in the Select an Import Field File dialog to initiate the merge function and display a progress status message box that has a percent completion bar. This dialog has a **Cancel** button that will stop the merge before completion. When the progress bar indicates 100%, the **Cancel** button changes to **OK**. Click **OK** to return to the Conversion utility window.

The data is now part of the system and is available through the Station Administration module.

Example of Import Data

A typical import file might contain the following data:

- "3452","Robert","Williams","Accounting"
- "3497","Marie","Astor","Marketing"
- "8732","Lee","Smith","Accounting"
- "8743","Arthur","McKinley","Facilities"
- "3469","Mary","Owens","Marketing"

where each record has four fields which would be defined in a separate file, as follows:

- DN
- FNAME
- LNAME
- DEPT

Note that the merge function uses the DN as the key so that any imported data must include a DN field. Also note that, if the supplied DN is not currently used in the system, the record will not be added unless a valid unique Location field (LOC) is supplied.